

Re: SPBID: FirstComp WC renewal due May 1

**Subject:** Re: SPBID: FirstComp WC renewal due May 1  
**From:** Katie Kiefer <katie@southpark.la>  
**Date:** 04/26/2017 02:22 PM  
**To:** "bbuente@1010dev.org" <bbuente@1010dev.org>  
**CC:** Marcus Lieber <Marcus.Lieber@armaninoLLP.com>, Ellen Riotto <ellen@southpark.la>

Bob – may we please get an additional \$5K transferred into the debit account? The attached workers' comp policy renewal invoice is due 5/1, totaling \$6.1K. There is unfortunately no extension allowed to include with regular billing on the 5th.

THX.

Katie Kiefer

South Park BID

1100 S. Flower St., Suite #3400, Los Angeles, CA 90015

o. 213 663 1120

24/7: 866 560 9346

From: Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la)>  
Date: Wednesday, April 26, 2017 at 2:15 PM  
To: Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la)>  
Cc: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com)>  
Subject: Re: SPBID: FirstComp WC renewal due May 1

Yes. Time to loop in bob

-----

Ellen Riotto

Interim Executive Director

South Park BID

1100 S Flower St, Suite #3400, Los Angeles, CA 90015

o. 213-663-1112

Re: SPBID: FirstComp WC renewal due May 1

c. 401-439-8147

24/7: 866-560-9346

Sent from my iPhone

On Apr 26, 2017, at 2:14 PM, Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>>  
> wrote:

FirstComp does not allow for payment extensions. If we don't pay by 5/1, the policy expires and will have to go thru a bunch of documents to get our policy reinstated.

May I request Bob to transfer funds to pay via CC?

Katie Kiefer

South Park BID

1100 S. Flower St., Suite #3400, Los Angeles, CA 90015

o. 213 663 1120

24/7: 866 560 9346

From: Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la) <<mailto:ellen@southpark.la>> >  
Date: Tuesday, April 25, 2017 at 5:40 PM  
To: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com)  
<<mailto:Marcus.Lieber@armaninoLLP.com>> >, Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la)  
<<mailto:katie@southpark.la>> >  
Subject: Re: SPBID: FirstComp WC renewal due May 1

Thanks Marcus. Katie, let's ask for the grace period. Don't want to cut it close.

From: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com)  
<<mailto:Marcus.Lieber@armaninoLLP.com>> >  
Date: Tuesday, April 25, 2017 at 5:39 PM  
To: Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>> >, Ellen Riotto  
<[ellen@southpark.la](mailto:ellen@southpark.la) <<mailto:ellen@southpark.la>> >  
Subject: RE: SPBID: FirstComp WC renewal due May 1

The insurance companies usually provide a 30 day grace period. You can ask

Re: SPBID: FirstComp WC renewal due May 1

confirm this with the broker. If you're concerned about the premium being paid prior to May 1st, then we should ask Bob to transfer another \$5K from the Operating account (#3003). Even with an expedited payment through Bill.com <http://Bill.com> , it will be cutting it close.

Thanks,

Marcus Lieber  
Supervising Senior  
Business Management

ArmaninoLLP <http://http/armaninollp.com>  
11766 Wilshire Blvd., Ninth Floor | Los Angeles, CA 90025  
(310) 478-4148 x5794 main | (310) 703-1227 fax

From: Katie Kiefer [<mailto:katie@southpark.la>]  
Sent: Tuesday, April 25, 2017 5:25 PM  
To: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com)>  
<<mailto:Marcus.Lieber@armaninoLLP.com>> >; Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la)>  
<<mailto:ellen@southpark.la>> >  
Subject: Re: SPBID: FirstComp WC renewal due May 1

Invoice is due 5/1; delay in payment will cause an issue with the policy renewing on time on 5/1.

Can we make that turnaround? Vendor is FirstComp.

Katie Kiefer

South Park BID

1100 S. Flower St., Suite #3400, Los Angeles, CA 90015

o. 213 663 1120

24/7: 866 560 9346

From: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com)>  
<<mailto:Marcus.Lieber@armaninoLLP.com>> >  
Date: Tuesday, April 25, 2017 at 5:17 PM

Re: SPBID: FirstComp WC renewal due May 1

To: Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la) <<mailto:ellen@southpark.la>> >, Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>> >  
Subject: RE: SPBID: FirstComp WC renewal due May 1

There's only just over \$6K in the debit card account. Can we add it to the current check run? I can enter and approve it today. And we can expedite the payment for only \$10.....Otherwise Bob will need to transfer funds.

Let me know what you think.

Thanks,

Marcus Lieber  
Supervising Senior  
Business Management

ArmaninoLLP <<http://http/armaninollp.com>>  
11766 Wilshire Blvd., Ninth Floor | Los Angeles, CA 90025  
(310) 478-4148 x5794 main | (310) 703-1227 fax

From: Ellen Riotto [<mailto:ellen@southpark.la>]  
Sent: Tuesday, April 25, 2017 4:51 PM  
To: Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>> >  
Cc: Marcus Lieber <[Marcus.Lieber@armaninoLLP.com](mailto:Marcus.Lieber@armaninoLLP.com) <<mailto:Marcus.Lieber@armaninoLLP.com>> >  
Subject: Re: SPBID: FirstComp WC renewal due May 1

Should be good to go, but looping in Marcus just in case.

From: Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>> >  
Date: Tuesday, April 25, 2017 at 12:58 PM  
To: Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la) <<mailto:ellen@southpark.la>> >  
Subject: SPBID: FirstComp WC renewal due May 1

See attached invoice for WC insurance policy renewal invoice. The renewal increased roughly \$1K from last year due to the payroll increases. This is a 1-time per year invoice.

Payment due date is 5/1 (Monday). Do we have enough funds for me to make the payment via CC? Invoice total is \$6,128.00.

Katie Kiefer

South Park BID

1100 S. Flower St., Suite #3400, Los Angeles, CA 90015

o. 213 663 1120

24/7: 866 560 9346

From: Sarah Carrington <[sarahc@arroyoins.com](mailto:sarahc@arroyoins.com) <<mailto:sarahc@arroyoins.com>> >  
Date: Monday, April 24, 2017 at 2:26 PM  
To: Katie Kiefer <[katie@southpark.la](mailto:katie@southpark.la) <<mailto:katie@southpark.la>> >  
Subject: SPBID: FirstComp renewal

ay this bill.

The other polices: Directors & Officers/Liability and Excess Liability will be paid to our office and don't hav

CONFIDENTIALITY NOTICE:

This communication, including attachments, is for the exclusive use of the person or entity to which it is addressed and may contain confidential, proprietary and/or privileged information. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this by mistake, please contact the sender immediately.

---

CONFIDENTIALITY NOTICE:

This communication, including attachments, is for the exclusive use of the person or entity to which it is addressed and may contain confidential, proprietary and/or privileged information. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this by mistake, please contact the sender immediately.

---

— Attachments:

---

FirstComp Renewal.pdf

1.5 MB